

**WHITNASH TOWN COUNCIL**

**FINANCE AND GENERAL PURPOSES COMMITTEE**

Minutes of the meeting held on Thursday, 28<sup>th</sup> September 2017 at 7.00 p.m.  
in the Whitnash Town Council office, Franklin Road, Whitnash.

PRESENT: Councillors: B Smart  
G Cancilla  
B Franklin  
J Short  
R Sparkes

Town Clerk: Jenny Mason

14/17 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Barton, Heath and McFadden. Apologies were accepted.

15/17 DECLARATIONS OF INTEREST

There were no declarations of interest at the start of the meeting.

16/17 MINUTES OF THE PREVIOUS MEETING

The minutes of the meetings held on 8<sup>th</sup> June 2017 as circulated were approved and signed as a true record.

17/17 MATTERS ARISING OUT OF THOSE MINUTES

There were no matters arising.

18/17 INCOME AND EXPENDITURE REPORT

The income and expenditure report was forwarded to all Members.  
Overspend on VAT advice as there was no budget for this.  
Civic Charity money has a debit of -£31 from Civic Service collection paid out to church and deposit for the Charity concert in December 2017.

19/17 REVIEW WHITNASH WORKING MEN'S ALLOTMENT RENT

The Whitnash Working Men's Allotment rent is due for review. This is done every three years. Members present proposed increase of 5%.

### 20/17 REVIEW INSURANCE QUOTES

Three quotations were received for the insurance renewal for 2017 – 2018. Kerry has compared the quotes received: Kerry recommended we go with RSA as it is a like for like quotation as compared to the previous policy. RSA would increase our public liability insurance to £15 million as standard in light of recent publicity regarding claims and will also include other enhancements to our current policy. WPS who have been our brokers for the last 10 years have negotiated with this insurance company on our behalf. In the past WPS have professionally dealt with any claims against the Town Council.

### 21/17 REVIEW INTERNET COSTS

Currently paying £23.67 per month, but over usage charges are an extra £25 per month. Members present proposed that the BT package of £47 per month is accepted.

### 22/17 CONSIDER GRANT APPLICATIONS

*Grant applications proposed by the Finance and General Purposes Committee were considered in accordance with LGA 172 section 137.*

Grant applications were received from: Whitnash Fun Day requesting £500 towards Hall and Field hire and insurance. This grant was approved.

Whitnash Youth Club requesting £400 towards hall hire costs. No copies of signed certified / audited accounts / balance sheet for 2 years prior to the date of the application were received so this application has been withheld until the required documentation has been received.

### 23/17 INFORMATION SECURITY POLICY

The draft Information Security Policy was forwarded to Members for consideration. *Clarification on 'Passwords and Authentication' item that states staff must not share system passwords with anyone, including peers, assistants and superiors. Passwords must not be shared!*

### 24/17 TV MONITOR ACRE CLOSE SHOPS

A bracket and stand is needed for the monitor in the shop window at Acre Close. Cllr Margrave has requested +£200 to install the monitor. Members agreed that Cllr Margrave can spend up to a maximum of £200 on the bracket and stand for the monitor at the shops in Acre Close. Money for this expenditure will be taken from code 7309 in the current budget.

The *Draft Agreement* between Whitnash Town Council and Revival Hair Design was considered and approved by four Members there was one

abstention.

25/17 WEBSITE

No progress has been made on the website. Cllr Smart will contact a web designer who he knows and ask him to meet with Cllrs Smart, Franklin, Margrave, McFadden and the Clerk to move this ongoing issue forward as This is Identity cancelled the meeting arranged with them at the last minute.

26/17 PRECEPT WISH LIST 2018 – 2019

Members proposed that an increase of 5%, 10% and 15% for the precept is worked out for the precept meeting in December 2017. If a Public Works Loan is taken out for the new Community Hub this would mean a significant increase on the precept.

Cllr Short proposed that a proper brick built flower bed is put on the Plough Green as a soil mound would wash away. He also suggested a 'Welcome to Whitnash' sign is considered for installation at St Fremund Way in East Whitnash.

27/17 CORRESPONDENCE

There was no correspondence.

28/17 DATE OF NEXT MEETING

The next meeting will be held on 9<sup>th</sup> November 2017 at 7.00 p.m.

There being no further business the Chairman thanked everyone for their attendance and declared the meeting closed.

SIGNED .....DATE .....